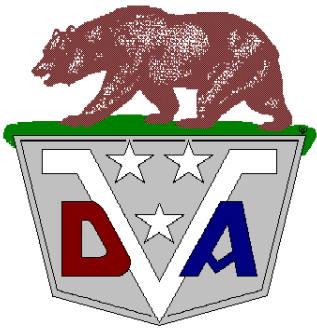


EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.



CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
VETERANS HOME OF CALIFORNIA – CHULA VISTA

SUPERVISING REHABILITATION THERAPIST

OPEN/SPOT – CHULA VISTA (SAN DIEGO COUNTY)

CONTINUOUS FILING

HOW TO APPLY: The testing office accepts applications, form 678, continuously and will notify and test applicants as needed.

SUBMIT APPLICATIONS TO: CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS
Human Resources Division
1227 “O” Street, Room 402
Sacramento, CA 95814
ATTN: Chula Vista

Submit applications only to address indicated above. Do not submit to the State Personnel Board.

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the “Application for Examination.” You will be contacted to make specific arrangements.

EXAMINATION ELIGIBILITY LIMIT: The testing period for this examination is 24 months. You may not test for this examination more than once in a testing period.

EXAMINATION INFORMATION: The examination will utilize an evaluation of each candidate’s experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his/her application. List all experience relevant to the “Requirements for Admittance to the Examination” shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted but read the “Requirements for Admittance to the Examination carefully to see what kind of information will be useful to the staff doing the evaluation.

SALARY RANGE: \$3,268 – \$3,970

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

NOTE: All applicants must meet the education and/or experience requirements for this examination by the final filing date.

NOTE: All applications/resumes must include: “to” and “from” date (month/day/year); time base; and class title. Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS:

Either I

Two years of experience in the California state service performing the duties of a Recreation, Music, Art or Dance Therapist.

Or Either II

Graduation from a recognized college with major work in a rehabilitation therapy specialty. **And**

Two years of supervised rehabilitation therapy experience.

SPECIAL PERSONAL CHARACTERISTIC: Ability to develop and maintain cooperative relationships with individuals and groups; sympathetic and objective understanding of the problems of mentally and physically handicapped persons; tact, patience, and emotional stability; pleasing personality; and neat personal appearance.

THE POSITION: The Supervising Rehabilitation Therapist, under general direction, plans, directs, and supervises personnel of the rehabilitation therapy program of a State facility; coordinates rehabilitation activities with other interdisciplinary services of the facility; performs rehabilitational therapy work and does other related work.

EXAMINATION INFORMATION: This examination will consist of an evaluation of each candidate’s experience and education only. In order to obtain a position on the eligible list, a minimum rating of a 70% must be attained in the interview.

EDUCATION AND EXPERIENCE - WEIGHTED 100%

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

Scope: In addition to evaluating the competitors’ relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, related to job demands, each competitor’s:

A. Knowledge of:

- 1. Theory and practice of the mental and physical rehabilitation of mentally and physically handicapped persons.
- 2. Therapeutic principles and techniques of group and individual activities used in rehabilitation therapy, and skill in their application.
- 3. Various types of rehabilitation and entertainment activities.
- 4. Basic pathology involved in diseases and injuries resulting in mental and physical handicaps.
- 5. Physical and psychological problems of the handicapped person.
- 6. The department’s Equal Employment Opportunity Program objectives.

B. Ability to:

- 1. Plan and supervise a comprehensive rehabilitation therapy program for an institution.
- 2. Provide leadership of various types of rehabilitation and entertainment activities.
- 3. Interpret rehabilitation therapy activities to hospital personnel, relatives, patients and others.
- 4. Teach others basic activity skills.
- 5. Prepare reports and keep records to be included in case histories.
- 6. Analyze situations accurately and adopt an effective course of action.
- 7. Effectively contribute to the department’s Equal Employment Opportunity Program.

ELIGIBLE LIST INFORMATION: Names of successful competitors are merged into the list in order of final scores, regardless of date. Eligibility expires after 24 months unless the needs of the services and conditions of the list warrant a change in this period. The resulting eligible list will be used to fill vacancies at the Veterans Home, Chula Vista.

Veterans Preference Credit will not be granted in this exam.

GENERAL INFORMATION

It is the **candidate's responsibility** to contact the California Department of Veterans Affairs three days prior to the written test if he/she has not received his/her notice. **For an examination** without a written feature it is the candidate's responsibility to contact the California Department of Veterans Affairs, Personnel Management Division, (916) 653-2535 three weeks after the final filing date if he/she has not received a progress notice.

If a **candidate's notice** of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board offices, local offices of Employment Development Department and the Department noted on the front.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Location: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

Promotional Examinations only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the information counter of State Personnel Board Offices.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

High School Equivalence: equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test 2). Completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school on a year-for-year basis.

Veterans Preference: California law limits the granting of veterans preference credit to entrance examinations. When credit is granted it is as follows: 10 points for veterans and widows of veterans; 15 points for disabled veterans. Directions for applying for veteran's preference are on the Veterans Preference Application form, which is available from the State Personnel Board office, on the Internet, and through the Department of Veterans Affairs at P.O. Box 942895, Sacramento, CA 94295-0001.

TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.
(916) 653-1966

Released 01/25/04